**EDUCATION**

**University of San Francisco, School of Law (USF)**

Juris Doctor, Labor and Employment Law Certificate *Class of 2020*

**University of California, Santa Barbara (UCSB)**

Bachelor of Arts, Political Science *Class of 2016*

**WORK & PRACTICAL EXPERIENCE**

**Judicial Extern, Superior Court of California,** Fresno, CA*May 2020 – Present*

* Conduct legal research and draft legal memorandums on legal issues and new laws.
* Identify legal issues and apply the law to analyze probable outcomes in cases.
* Adhere to strict confidentiality guidelines.

**Tutor in Academic Support Program, USF,** San Francisco, CA *Aug. 2019– Present*

* Meet one on one with students who are reexamining in courses.
* Teach students how to issue-spot and write clearly and concisely on exams.

**Law Clerk, LMSCH Law,** San Francisco, CA *June- Aug. 2018*

* Reviewed client files, understood and analyzed the facts, and wrote demand letters to opposing counsel and insurance companies with minimal supervision.

**Customer Service Representative, Mechanics Bank,** Oakland, CA *March- July 2017*

* Paid attention to detail and processed basic to more complex client transactions according to established procedures and security guidelines. Transactions included deposits, withdrawals, payments, and transfers.
* Listened to customers and responded to perceived needs by offering relevant Mechanics Bank products and services.

**Associated Students Legal Center Intern, UCSB,** Goleta, CA *Dec. 2015- Sept. 2016*

* Interviewed and met one on one with students facing legal issues (typically related to alcohol related citations or arrests).
* Summarized information for review by attorney.
* Contacted District Attorney to gather updates on student cases and citations.
* Conducted in person outreach on campus to promote the Legal Center to students.

**Community Service Officer, UCSB Police Department,** Goleta, CA *Jan. 2014- Sept. 2016*

* Acted as a liaison between students, community members, and Police.
* Provided security for campus events and residence halls.
* Provided personal safety escorts, security checks, and detected safety hazards on campus.
* Conducted the bicycle safety program involving education, licensing, and enforcement.
* Trained new hires by conducting ride-alongs.